



ADMINISTRATION AND  
MANAGEMENT

**OFFICE OF THE SECRETARY OF DEFENSE**  
1950 DEFENSE PENTAGON  
WASHINGTON, DC 20301-1950

September 4, 2013

**MEMORANDUM FOR COMMITTEE MANAGEMENT SECRETARIAT  
GENERAL SERVICES ADMINISTRATION**

**SUBJECT:** Committee Charter Consultation – *Strategic Environmental Research and Development Program Scientific Advisory Board*

The Department of Defense, pursuant to the Federal Advisory Committee Act of 1972, as amended, intends to amend the charter for the *Strategic Environmental Research and Development Program Scientific Advisory Board* (attached). The Committee will operate under the provisions of the Federal Advisory Committee Act of 1972, as amended and in accordance with 41 CFR § 102-3.50.

The Department of Defense respectfully requests that the Committee Management Secretariat review and approve the charter (attached). The charter has been reviewed and approved by the Office of the General Counsel for the Department of Defense.

If you should have any questions about this charter please contact my point of contact, Robin Karwowski, at 703-697-3938.

James D. Freeman II  
Advisory Committee Management  
Officer for the Department of Defense

Attachments  
Charter